

**DIETITIANS AFFILIATED CREDENTIALING BOARD
OCTOBER 15, 2009
TELECONFERENCE MEETING MINUTES**

PRESENT: Diane Johnson, Gail Underbakke, and Virginia Jordan

EXCUSED: Patricia Roblee

STAFF: Jeff Scanlan, Bureau Director; Michael Berndt, General Counsel;
Kimberly Wood, Bureau Assistant and other DRL Staff

GUESTS: Lynn Edwards, Wisconsin Dietetic Association (WDA)

CALL TO ORDER

Jeff Scanlan, Bureau Director, called the meeting to order at 9:17 a.m. A quorum of three (3) was present.

APPROVAL OF AGENDA

MOTION: Virginia Jordan moved, seconded by Gail Underbakke, to approve the agenda as published. Motion carried unanimously.

APPROVAL OF MINUTES OF APRIL 23, 2009

- Page 1 of the Minutes: Under Board members present – correction of spelling: Patricia Rublee should be listed as **Patricia Roblee**

MOTION: Virginia Jordan moved, seconded by Gail Underbakke to approve the April 23, 2009 minutes as amended. Motion carried unanimously.

ELECTION OF OFFICERS AND BOARD APPOINTMENTS FOR 2010

Jeff Scanlan advised the Board that the Department has requested that officer elections be held in the fall in order to identify the participants of the Department's newly created Board Chair Training Session. The first Board Chair Training Session will be preceded by a reception to be held the night prior to the training itself. The dates for the reception and training will be December 3 and 4, 2009. It was noted that the officers identified by today's elections would not assume their positions until January 2010.

MOTION: Virginia Jordan moved, seconded by Diane Johnson, to nominate Gail Underbakke as Board Chair. Gail Underbakke was elected by unanimous vote.

Diane Johnson called for other nominations three (3) times.

MOTION: Diane Johnson moved, seconded by Virginia Jordan, re-elect Diane Johnson as Vice Chair and Virginia Jordan as Secretary for 2010. Diane Johnson was re-elected as Vice Chair and Virginia Jordan was re-elected as Secretary by unanimous vote.

Diane Johnson called for other nominations three (3) times.

2010 ELECTION RESULTS	
Board Chair	Gail Underbakke
Vice Chair	Diane Johnson
Secretary	Virginia Jordan

BOARD ASSIGNMENTS

These appointments will be effective immediately continuing through December 2010.

- **Screening Panel:** Diane Johnson
- **Credentialing Liaison(s):** Virginia Jordan
- **Legislative Liaison:** Gail Underbakke
- **Division of Enforcement Monitoring Liaison:** Diane Johnson
- **Examination Panel:** no appointment at this time
- **Digest Coordinator:** no appointment at this time
- **Impaired Provider Program Liaison:** Diane Johnson
- **Practice Question Procedure and Board Contact(s):** questions go to legal counsel then to the Board if necessary
- **Education Liaison:** no appointment at this time

ADMINISTRATIVE REPORT

Jeff Scanlan introduced himself to the Board and explained that he is assisting Gail Sumi by covering this meeting. Michael Berndt, General Counsel, advised the Board that he will act as Legal Counsel to the Board from here forward.

Consideration and Adoption of 2010 Proposed Meeting Dates

The Board reviewed the proposed 2010 meeting dates. An error on the proposed dates was identified for the October meeting date listed and it was noted that this date should have read as September 21, 2010. The Board decided to change the September meeting date from Tuesday the 21st to Tuesday the 28th.

MOTION: Diane Johnson moved, seconded by Gail Underbakke, to approve the 2010 meeting dates (February 2, 2010 & September 28, 2010) as amended. Motion carried unanimously.

MEB Bureau and DRL Staff Change(s)

The Board was informed of a newly created bureau, which was enacted as part of the state budget, and will facilitate the regulation of the Medical Examining Board and its various affiliated credentialing boards. This organizational change has created new staff positions for the Department and a number of existing staff will be transferred to the new Bureau.

Budget Report

None.

DELIBERATION OF 2009 SENATE BILL 115 AND ASSEMBLY BILL 440, RELATED TO: LICENSURE OF DIETITIANS AND REQUIRING THE EXERCISE OF RULE-MAKING AUTHORITY

Lynn Edwards, Wisconsin Dietetic Association, joined the meeting to discuss legislation relating to licensure of dietitians and requiring the exercise of rule making authority. During review of this topic the Board referred to three (3) documents (2009 Assembly Bill 440, Licensure Talking Points AB 440 and SB 115, Licensure Analysis AB 440 and SB 115) which had been provided by the WI Dietetic Association. It was noted that a hearing was held on September 17, 2009 for SB 115 and that the Committee has not yet convened to executive session to vote on this item. Should this initiative pass the Board would begin the rule making process.

Lynn Edwards requested the Boards support of this legislation and asked if a member of the Board testify at any future hearings relating to either 2009 SB 115 or AB 440.

MOTION: Virginia Jordan moved, seconded by Diane Johnson, that the Dietitians Affiliated Credentialing Board supports the passage of 2009 Senate Bill 115 and Assembly Bill 440. Motion carried unanimously.

MOTION: Virginia Jordan moved, seconded by Diane Johnson, to authorize Gail Underbakke to speak on behalf of the Board in support of 2009 Senate Bill 115 and Assembly Bill 440 at any subsequent committee hearing. Motion carried unanimously.

PRACTICE QUESTIONS

None.

INFORMATIONAL ITEMS

None.

PUBLIC COMMENTS

Lynn Edwards provided comments regarding applicant education provisions and raised a matter of concern regarding a registered dietetic technician that was able to obtain certification in Wisconsin.

CONVENE TO CLOSED SESSION

The Board did not have business which required them to convene to closed session.

ADJOURNMENT

MOTION: Diane Johnson moved, seconded by Gail Underbakke, to adjourn the meeting. Motion carried unanimously.

The meeting adjourned at 10:19 a.m.